

COMMUNICATION TO LICENSED FURTHER AND HIGHER EDUCATION INSTITUTIONS

<i>Title:</i> Updated Regulations on the Internal Quality Assurance Policy Document of Registered Licensed Institutions		
<i>From:</i> Kenneth Camilleri, Head of Accreditation Unit	<i>Date:</i> 4 th February 2016	<i>Comm. No.:</i> 03/2016

Dear colleagues

Reference is made to Regulation 36 (1) of S.L 327.433:

Providers shall have the primary responsibility for the quality of their provision and its quality assurance.

and to Regulation 36 (2):

Providers seeking any type of accreditation under these regulations shall have in place an internal quality assurance system which shall be designed specifically to ensure the fitness and properness for purpose of the providers and their programmes, to achieve the aims and objectives set for them. Such quality assurance system shall ensure full conformity with these regulations, including assurance of compliance with the obligations of licence holders as well as any conditions or restrictions imposed by the Commission on the licensee under these regulations, as the case may be:

Provided that providers of further education operating under the licence of a school shall also comply with all the provisions in the Teachers (Code of Behaviour) Regulations and the National Minimum Conditions for all Schools Regulations:

Provided further that tuition centres licensed under these regulations shall also have in place an internal quality assurance system in line with Commission's regulations.

And in line with Regulation 34 (2) of S.L 327.433 that delineates the Commission's powers and functions and in particular to: 34 (2) (e) of S.L 327.433

to make and publish guidelines and criteria for the internal quality assurance system required by providers in accordance with regulation 36, applying the relevant European and international standards, guidelines and criteria and respect for international treaties and agreements relevant to further and higher education provision as ratified or endorsed by Malta

All licensed Providers as indicated on the Register of Further and Higher Education Institutions shall ensure that they have submitted an Internal Quality Assurance (IQA) policy document in line with the Standards outlined in the National Quality Assurance Framework. It is the Providers' responsibility to ensure that the up-to-date version of said document is provided to the NCFHE.

Institutions that were previously exempt from providing the IQA policy document, are informed that as of 04th February 2016, they shall be required to submit their IQA document to the NCFHE.

The NCFHE would like to remind the providers that the IQA policy document is to reflect the Internal Quality Assurance procedures in place at an institutional level which will be subject to an External Quality Assurance (EQA) audit. In accordance with Regulation 37 of S.L 327.433 the:

External Quality Assurance shall take one of the following forms:

- (a) a provider quality audit conducted for the purpose of first-time provider accreditation of providers;*
- (b) a programme quality audit conducted for the purpose of first-time accreditation of programmes; and*
- (c) periodic provider and programme quality audits for licences granted under regulation 9(1)(a) to (d) conducted for the purpose of confirming or revoking the accreditation previously granted under these regulations;*
- (d) periodic provider quality audits for licences ordered under regulation 9(1)*
- (e) shall also include an audit of programmes on offer as listed in the licence conditions.*

These regulations come into force with immediate effect.

For further information on the Internal Quality Assurance policy document please contact Mr. Adam Liwak - Quality Assurance Officer, on adam.liwak@gov.mt or on 2381 0153.

Regards

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